

**Florida Department of Revenue
Property Tax Administration Task Force
Agenda**

Wednesday, January 10, 2001

9:00 AM **Break-out Session: Mobile Home Focus Group** – *Alita Marlo, Focus Group Leader*
(BLUE)

Facilitated Discussion

- Review flip chart summaries from previous meeting
- Review any research prepared for meeting
- Revise/clarify summaries to include all issues of interest to focus group
- Complete identification and discussion of root causes where necessary
- Identify common themes in root causes

10:00 AM **Full Membership Session** – *Jim Zingale, Chair*

- General Announcements: Approval of 10/12/00 Meeting Summary; Description of Meeting Handouts

Full Membership Briefing

- Action Plan in Response to Auditor General Report – *David Beggs*
- Real Property Guideline and Market Area Workshops – *Steve Keller*
- (YELLOW) • Sample Voiding Policies and Procedures – *Hugh Harrell*
- Department of Revenue Legislative Concepts – *Lisa Echeverri*

- (YELLOW) • 2001 Roll Approval Standards – *Charlie Gordon*
- Certification Dates: Public notice – *Kathy Henley*
- Discussion of Scheduling Public Input

11:00 AM **Full Membership Focus Items** – *Jim Zingale*

- (GREEN) • Review flip chart summaries from previous meeting
- Review any research prepared for meeting
- Revise/clarify summaries to include all issues of interest to focus group
- Complete identification and discussion of root causes where necessary
- Identify common themes in root causes

12:30 – 1:00 PM Lunch

1:00 PM **Focus Group Break-out Sessions**

- (GOLD) • Assessment Appeals – *Bill Graham, Focus Group Leader*
- (GREY) • Tangible Personal Property – *Randy Miller, Focus Group Leader*

Facilitated Discussion

- Review flip chart summaries from previous meeting
- Review any research prepared for meeting
- Revise/clarify summaries to include all issues of interest to focus group
- Complete identification and discussion of root causes where necessary
- Identify common themes in root causes

2:30 PM **Full Membership Session**

- Reports to full membership – Focus group leaders
- Wrap-up, closing, scheduling of next meeting

3:00 PM **Adjourn**

